

MINUTES
VILLAGE OF LAKE PARK COUNCIL MEETING
3801 LAKE PARK ROAD, LAKE PARK, NC
REGULAR SESSION – 7:00 P.M.
DECEMBER 9, 2008

ATTENDING: Mayor Kendall Spence
Mayor Pro-Tem: Sandy Coughlin
Council Members: Greg Crosby, Virginia Currence,
Jo Waybright, Clint Newton
Finance Officer – Cheryl Bennett
Village Clerk/Tax Collector – Cheri Clark
Attorney Ken Swain

CALL TO ORDER: Mayor Kendall Spence called the Regular Session of the Village of Lake Park Council to order.

PLEDGE OF ALLEGIANCE: Mayor Kendall Spence led the Pledge of Allegiance to the Flag of the United States of America.

APPROVAL OF MINUTES: Virginia Currence made the motion to approve the November 11, 2008 Regular Session minutes as presented. Clint Newton seconded the motion. Under discussion, Sandy Coughlin recommended the following changes under the Stormwater heading on page nine. In the first sentence change the word contract to contact and change the second sentence to read as follows: At this point it is Mayor Spence's recommendation that the VOLP contract M.J. Namin as our Stormwater Administrator on an hourly basis to keep the VOLP compliant with our stormwater permit. Vote – Unanimous.

PUBLIC COMMENT:

Dr. Reid Keiger expressed his concerns about the number of people that are out of work in the VOLP and presented a couple of ways to be of service to the unemployed in the VOLP.

1. On Saturday, January 10th hosting a prayer meeting for those that are out of work.
2. On a date to be determined in early February, host a program with counselors.

Stu MacLean expressed his concerns about repairs needed on Younts Road and requested that Council call the Department of Transportation. Mr. MacLean also suggested that Council work with the HOA concerning the number of residential businesses that are located in the VOLP and his growing concerns about the decline in property values and aesthetics created by the businesses. As a visually challenged individual, Mr. MacLean would like to see the Parking Ordinance enforced to the fullest extent concerning cars that block the sidewalk when parked in a driveway.

Silas Haynes requested information on the two Cypress Homes Properties that were under construction on Lake Park Road and Creft Circle. Ken Swain responded that Fifth/Third Bank had foreclosed on some of the incomplete properties but apparently did not hold the mortgages on these two pieces of property. At this point there have been no bankruptcy

filings by the owners or foreclosures by the lending institution on record. Cypress Homes is being sued by several vendors and some judgments have been awarded. We should know more in the next 60 days.

CHANGES TO THE AGENDA: Sandy Coughlin made the motion to add 6A Proposed Community Center Expansion to the agenda. Clint Newton seconded the motion. Vote – Unanimous.

SECURITY: Deputy Haywood reported that there were 113 calls in the month of November and reminded residents to be aware especially during the holiday season for any suspicious activities in the community. Sandy Coughlin asked if the VOLP should adopt a general ordinance to establish a reward for information leading to the arrest of vandals in the village. Union County has Crime Stoppers in place for use throughout the county therefore the VOLP does not need to try and establish one just for Lake Park.

COMMUNITY CENTER EXPANSION: Roger Layman with Roger Layman Architecture recommends that the VOLP in looking to expand the Community Center, add on to both ends of the building in order to maintain the architectural style of the existing building. As the expanded floor plan suggests, both restrooms will need increased capacity in order to meet the building codes. The addition will add 2,340 square feet to the existing building, more than doubling the size of the Community Center.

Sandy Coughlin inquired as to the “greenness” of the project. Roger Laymen stated that a balance between the short-term expense of being “green” and the long-term benefits would need to be considered.

Cheryl Bennett discussed briefly the statute guidelines that a municipality has to follow for construction over \$300,000, including the bidding process that will have to be followed.

FINANCE OFFICER’S MONTHLY REPORT: Cheryl Bennett stated that she remains concerned about the Sales & Use Tax revenue and estimates, based upon the last two payments received by the VOLP, a \$30,000 shortfall. At this point she does not have a feel for the State Shared Revenues line item however the Pond Maintenance line item has only \$1,660 available for the remainder of the year: the Tax Collection line item is over budget and will need a budget transfer and the Legal Council line item may have a possible shortfall. Interest Revenue is low also. Cheryl Bennett recommended that Council look to trim \$30,000 from the budget.

November 2008 Budget Report

	Jul - Nov Nov 08 08		Budget	% of Budget
Ordinary Income/Expense				
Income				
Other revenues				
Payment Kirby park sidewalk	0.00	16,314.95	4,500.00	362.55%
Approp. Fund Balance	0.00	0.00	52,122.00	0.0%

National Night Out	0.00	320.00	4,890.00	6.54%
Civil Penalties	0.00	0.00	200.00	0.0%
Investment revenue	0.00	6,208.50	21,000.00	29.56%
Miscellaneous	0.00	1,129.00	600.00	188.17%
Total Other revenues	0.00	23,972.45	83,312.00	28.77%
Other Taxes				
Cable franchise-from Time Warner	0.00	760.00	2,800.00	27.14%
Total Other Taxes	0.00	760.00	2,800.00	27.14%
Parks & Recreation Revenue				
Recreation Program Fees	58.00	916.70	200.00	458.35%
Community Center rental	235.00	1,315.00	2,800.00	46.96%
Gazebo rental	30.00	60.00	400.00	15.0%
Recreation concession sales	0.00	0.00	800.00	0.0%
Recreation daily swim fees	0.00	3,571.84	6,200.00	57.61%
Recreation season pass fees	0.00	2,027.00	50,000.00	4.05%
Total Parks & Recreation Revenue	323.00	7,890.54	60,400.00	13.06%
Property Taxes				
Ad valorem current year	193,924.30	293,484.36	477,784.00	61.43%
Ad valorem prior years	1,870.72	5,374.89	4,200.00	127.97%
Late fees (ad)	28.30	102.49	92.00	111.4%
Motor vehicle tax	4,281.22	18,807.13	51,010.00	36.87%
Penalties and interest	336.20	839.66	1,250.00	67.17%
Utility ad valorem	0.00	0.00	7,000.00	0.0%
Total Property Taxes	200,440.74	318,608.53	541,336.00	58.86%
State Shared Revenues				
Telecom. Franchise	0.00	-118.00		
Piped Gas	0.00	-191.00		
Elec. franchise tax	0.00	-1,567.52		
Cable Rev. (from State)	0.00	346.91	18,000.00	1.93%
Sales and use tax	13,356.52	28,661.69	190,000.00	15.09%
Utility franchise	0.00	0.00	72,000.00	0.0%
Total State Shared Revenues	13,356.52	27,132.08	280,000.00	9.69%
Total Revenue	214,120.26	378,363.60	967,848.00	39.09%
Expenditures				
Capital Outlay				
Community Center Addition	0.00	0.00	4,500.00	0.0%

Capital Outlay Exp.	0.00	1,100.00	10,000.00	11.0%
Reserve for Capital Replacement	0.00	0.00	10,000.00	0.0%
Total Capital Outlay	0.00	1,100.00	24,500.00	4.49%
General Administrative Expenses				
Adm Assistant	0.00	144.00	600.00	24.0%
Clerk/Tax Collector	3,565.42	17,827.10	42,785.00	41.67%
Council	0.00	2,500.00	11,000.00	22.73%
Finance Officer	855.83	4,279.15	10,270.00	41.67%
Mayor	0.00	650.00	3,000.00	21.67%
Payroll Expenses	338.23	1,943.09	5,400.00	35.98%
Total General Administrative Expenses	4,759.48	27,343.34	73,055.00	37.43%
Maintenance of Common Areas				
Landscaping	24,000.00	67,824.00	165,000.00	41.11%
Park maintenance	280.00	11,761.93	33,500.00	35.11%
Pond maintenance	8,300.00	8,340.00	10,000.00	83.4%
Total Maintenance of Common Areas	32,580.00	87,925.93	208,500.00	42.17%
Operating Costs				
Advertising	40.42	40.42	400.00	10.11%
Association dues	0.00	2,880.00	2,880.00	100.0%
Bank charges	0.00	0.00	20.00	0.0%
Elections	560.25	560.25	800.00	70.03%
Insurance/bonds	0.00	8,683.08	9,800.00	88.6%
Miscellaneous oper. exp.	0.00	80.96	1,000.00	8.1%
Newsletter/website/flyers	71.25	681.45	2,700.00	25.24%
Office	60.00	1,063.39	7,100.00	14.98%
Postage	0.00	155.43	300.00	51.81%
Tax collection	0.00	447.65	900.00	49.74%
Telephone	192.64	1,175.39	2,900.00	40.53%
Training	0.00	0.00	800.00	0.0%
Travel	0.00	0.00	500.00	0.0%
Total Operating Costs	924.56	15,768.02	30,100.00	52.39%
Other Expenditures				
Economic Development	25.82	675.82	2,500.00	27.03%
Contingency	0.00	0.00	20,000.00	0.0%
Stormwater Fee	0.00	200.00	12,000.00	1.67%
Total Other Expenditures	25.82	875.82	34,500.00	2.54%

Parks & Recreation

Pool Operations	0.00	94.99	1,000.00	9.5%
Comm. center maintenance	147.00	2,787.49	9,000.00	30.97%
Seasonal Decorations	0.00	3,607.28	12,000.00	30.06%
Natural Gas	38.97	201.13	1,200.00	16.76%
Pool maintenance	0.00	5,511.99	9,500.00	58.02%
Pool management fee	489.60	14,880.10	46,880.00	31.74%
Events/Recreation programs	0.00	1,648.89	2,300.00	71.69%
Storage Rental	0.00	1,193.40	1,113.00	107.22%
Water/Sewer	104.78	1,145.99	3,000.00	38.2%
Total Parks & Recreation	780.35	31,071.26	85,993.00	36.13%
Professional Fees				
Engineering Fees	0.00	0.00	2,500.00	0.0%
Accountant	0.00	0.00	4,200.00	0.0%
Legal Counsel	0.00	4,658.15	10,000.00	46.58%
Total Professional Fees	0.00	4,658.15	16,700.00	27.89%
Public Services/Safety				
Street Signs	0.00	60.00	3,500.00	1.71%
National Night Out	0.00	1,485.88	7,000.00	21.23%
Community Watch	0.00	0.00	1,000.00	0.0%
Garbage collection	20,849.03	83,977.40	257,000.00	32.68%
Law enforcement	0.00	66,359.00	133,000.00	49.89%
Street Lights	7,610.06	40,488.81	93,000.00	43.54%
Total Public Services/Safety	28,459.09	192,371.09	494,500.00	38.9%
Total Expense	67,529.30	361,113.61	967,848.00	37.31%
Net General Fund	146,590.96	17,249.99	0.00	100.0%
Powell Bill				
Powell Bill Income				
Interest - Powell Funds	128.07	343.46		
Powell Bill Revenue	0.00	96,089.45		
Total	128.07	96,432.91		
Powell Bill Exp.				
Street Exp. - Powell Bill	220.00	93,312.97		
Total	220.00	93,312.97		
Net Powell Bill	-91.93	3,119.94		
Net Excess of Rev. over Exp.	146,499.03	20,369.93	0.00	100.0%

TAX OFFICER'S REPORT: Sixty one percent of the 2008 tax levy has been collected as of November 30th. Cheri Clark requested a refund of \$2,224.63 for overpayments to the VOLP. Virginia Currence made the motion to refund \$2,224.63. Sandy Coughlin seconded the motion. Vote – Unanimous.

PUBLIC SERVICES (Waste Collection & Electric): Sandy Coughlin stated that the Holiday Waste Collection Schedule is as follows:

Christmas Day – No Pick Up
Friday, December 26th – Trash and recycling only
New Years Day – Trash and recycling only
January 22, 2009 – Christmas tree Pick Up

Sandy Coughlin suggested that the Waste Collection ordinance that she had redlined for Ken Swain to review, be put off until the next budget year however, it is her recommendation that we have an ordinance in place before the contract is put out to bid. Sandy will also be meeting with Nelson O'Neil this month.

Clint Newton reported that electrical usage continues to decrease even though the costs continue to rise. Union Electric credited the entrance sign account the VOLP dividend therefore creating a credit balance on that account.

COMMUNICATION: Greg Crosby asked that all articles for the next Villager be submitted by December 12th. At this point he has request for the following:

Waste Collection Announcement
Community Support
Crime Stoppers
Community Center Expansion
Sidewalk Accessibility

Sandy Coughlin proposed initiating a recognition program to support soldiers from the VOLP beginning with mailing a Christmas card to Corporal White from Denise Drive and inviting the village to notify us of any others in military service.

PARK AND RECREATION: Jo Waybright stated that the VOLP has received less than 10 tennis court survey responses and based upon the information provided, the recommendation from Parks and Recreation would be to permit the Central Academy at Lake Park permission to use the tennis courts starting in February from 3:15 to 5:30 Tuesday, Thursday and Friday through April.

The Christmas Tree Lighting went well and the tree looked nice after having all of the old lighting removed and the tree reworked. Due to lighting issues pertaining to the event, Spence Electric came out to Village and did a repair on Saturday before the event.

Jo Waybright thanked Lucas Landscaping for donating the Christmas tree for the Community Center and the Garden Club for decorating the tree and lobby area. Jo

Waybright made the motion to close the office on Christmas Eve. Sandy Coughlin seconded the motion. Vote – Unanimous.

Virginia Currence rode with Lucas Landscaping this week and they will be removing the leaves for at least another month. People are littering more along the streets and in the parks. You can tell when Lucas has been in the community working. There is a tiny leak in the retention wall at Connie’s Pond. Since Lucas Landscaping did the initial repair, they will take care of the problem at no charge to the VOLP.

Central Church of God has approached Parks and Recreation about hosting an Easter egg hunt for the community at the Gazebo on April 4th. Parks and Rec has given their approval for the event.

Based upon recommendations by the Deputies , Parks and Rec are looking into placing signage in some of the larger parks concerning curfews.

STORMWATER: Mayor Kendall Spence, M.J. Namin, John Ross and Cheri Clark have a stormwater meeting tomorrow to discuss the implementation of the Stormwater Ordinance.

STREET BUSINESS: Mayor Kendall Spence will contact DOT concerning improvements to Faith Church Road such as striping the road and the status of the Faith Church Indian Trail/Unionville intersection.

ECONOMIC DEVELOPMENT: Sandy Coughlin provided Council with copies of the November 20th EDC meeting.

Growing in Lake Park

*Village of Lake Park
Economic Development
Commission Meeting*

Meeting Minutes: November 20, 2008

Location: *Lucas Landscaping, 3316 Faith Church Road*

Attendees: *Sandy Coughlin, Doug Lucas, Tom Linderman Kendall Spence*
Charles Williams, Sharon Williams *Guest: Bill Parker*

OPENING: Sandy called meeting to order at 6:40 pm with a reflection.

MINUTES: Minutes of the September 25 EDC meeting approved unanimously.

BUDGET: Our balance is \$1800 for 2008–2009 EDC activity.

OLD BUSINESS:

1. Directional Sign Relocation:

a. Children's Lighthouse Learning Center was approached regarding this sign. Sandy met with Ms Iyore Ojomo, the owner of the NC franchise centers, and with their Texas executives on November 20 to tour the construction site. Sandy also gave Ms. Ojomo a tour of the Village and described the importance of the sign to our economic community. Ms. Ojomo is recommending that the sign not be removed and that the franchisor agree to this.

b. Council has been kept advised of the research into a practical relocation for the Town Center directional sign. The Mathisen Company was checking on the lot Ryan is using.

4. *Living in Lake Park* **Keycard Program:** Balance of flyers and keycards were distributed with the October *Lake Park Villager*. Each flyer had a neon reminder to check the web for new business offers developed since the program began in October 2007

NEW BUSINESS:

1. **Townes at Lake Park:** Although construction is moving ahead and at least 5 sold townhomes are near completion, Jeff Blum was let go as part of Ryan's approach to surviving the current economy and real estate market. The Townes sales have reflected Ryan's earlier success in Lake Park and additional lots are being developed.

2. **Town Center Prospects:** The Mathisen Company continues to follow up on leads and will have additional space available now that Elevation Church has outgrown and is moving from their Town Center quarters.

3. **New Image Salon & Spa:** New owner Sharon Williams was welcomed to her role as newly appointed commissioner as a result of the November Village Council action. An awards certificate was presented to Tom Linderman for his year of service on the EDC in appreciation for faithful contributions on both the commission and in over 15 years of service to the community (as owner of Family Hairloom as well as his support in launching Image Salon and Spa under Sharon William's ownership).

4. **EDC Workshop 2009:** The EDC agreed to sponsor their next workshop in March for an evening gathering of all professional leaders in the community.

Doug will encourage Mark and Diane DeTomaso (Miss DeeDee) to attend. We would like to bring the pre-school business leaders together with Ms. Ojomo to identify the distinctions each offers the community. Kendall will encourage Rich Brazil (Lake Park Nursing & Rehab Center) to participate in a tour.

NEXT MEETING: THURSDAY, January 22 at 3316 Faith Church Road **6:30pm**
(new time)

ADJOURNED: 8:25 pm.

SET AGENDA FOR FEBRUARY 10, 2009: Keep the line item – Community Center Expansion.

COUNCIL COMMENTS:

Virginia Currence wished everyone a happy holiday season.

Clint Newton commended Parks and Recreation for all of their planning and work on the Christmas decorations in Lake Park.

Greg Crosby wished everyone a Merry Christmas.

Kendall Spence thanked everyone including committees and staff for all of their hard work this year and a Merry Christmas.

ADJOURN: Jo Waybright made a motion to adjourn the meeting. Greg Crosby seconded the motion. Vote – Unanimous.

Respectfully submitted,

Mayor Kendall Spence

Village Clerk, Cheri Clark